

**CALIFORNIA EDUCATION CODE
§94739 (b)(6)**

Declaration for Religious Exclusion

Office Use Only: Date received:

Ledger/Receipt #:

Amount:

School Code

Data Entry (1) date: initials:

Data Entry (2) date: initials:

Bureau for Private Postsecondary and Vocational Education

1625 North Market Blvd., Ste. S 202, Sacramento, California 95834

P.O. Box 980818, West Sacramento, CA 95798-0818

**Religious Exempt Institutions
Application for Religious Exemption**

Original Application ☐

Annual Application ☐

Please read the following information:

Institutions filing an original or annual application must complete Sections 1 through 4.

Note: Institutions filing an annual application are not required to re-submit the Articles of Incorporation unless a change in the institution or ownership information occurs.

Please submit the following:

- Application for Religious Exemption (include **ALL** requested documentation)
- Annual Report (**Due by July 1st each year**)
- Annual Gross Revenue calculation worksheet
- Check made payable to: The Bureau for Private Postsecondary and Vocational Education (BPPVE)

Note: The filing fee is determined by the institution's annual gross revenue.

“Postsecondary Act” means the Private Postsecondary and Vocational Education Reform Act of 1998, found at California Code of Education Section 94700 and following.

SECTION 1: INSTITUTION INFORMATION

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Name of Institution			
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Physical Address			
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<hr/>	<hr/>	<hr/>	<hr/>
City	County	State	Zip Code
<hr/>			
Mailing address (if different)			
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<hr/>	<hr/>	<hr/>	<hr/>
City	County	State	Zip Code
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<hr/>		<hr/>	
Telephone number		Facsimile number	
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<hr/>		<hr/>	
Contact person		Title	Telephone number

SECTION 2: OWNERSHIP INFORMATION

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Name of ownership			
<hr/>			
Address			
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<hr/>	<hr/>	<hr/>	<hr/>
City	County	State	Zip Code
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Mailing address (if different)			
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<hr/>	<hr/>	<hr/>	<hr/>
City	County	State	Zip Code
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Telephone number		Facsimile number	

SECTION 3: CERTIFICATION OF ELIGIBILITY FOR RELIGIOUS EXEMPTION

I am authorized to act on behalf of the Institution with respect to the application for a religious exemption pursuant to California Education Code (CEC) §94739(b)(6) from the Bureau for Private Postsecondary and Vocational Education (Bureau). On behalf of the Institution, I certify under penalty of perjury that each of the following statements is true and accurate:

1. The institution is owned, controlled, operated, and maintained by a bona fide church, religious denomination, or religious organization comprised of multi-denominational members of the same well-recognized religion.
2. The Institution is lawfully operating as a nonprofit religious corporation pursuant to the Corporations Code. Submit a copy of the filing of the Articles of Incorporations with the California Secretary of State. (Note: The first page must include the filing stamp.)
3. The education offered by the Institution is limited to instruction in the principles of the church, religious denomination, or religious organization that owns the Institution, or to courses offered pursuant to §2789 of the Business and Professions Code relating to care of the sick in accordance with the religious tenets of the church, religious denomination, or religious organization.
4. Each diploma or degree offered by the Institution is limited to evidence of completion of education that is in the principles of the church, religious denomination, or religious organization that owns the Institution, or to courses offered pursuant to §2789 of the Business and Professions Code relating to care of the sick in accordance with the religious tenets of the church, religious denomination, or religious organization.
5. The meritorious recognition upon which the Institution confers any honorary degree also is limited to the principles of the church, religious denomination, or religious organization that owns the Institution, or to courses offered pursuant to §2789 of the Business and Professions Code relating to care of the sick in accordance with the religious tenets of the church, religious denomination, or religious organization.
6. The degrees and diplomas offered by the Institution are only in the beliefs and practices of the church, religious denomination, or religious organization.
7. Each degree or diploma granted by the Institution contains on its face, in the written description of the title of the degree or diploma being conferred, a reference to the theological or religious aspect of the degree or diploma's subject area.
8. Each degree or diploma awarded by the Institution reflects the nature of the degree title, such as "Associate of Religious Studies," or "Bachelor of Religious Studies," or "Master of Divinity" or "Doctor of Divinity."
9. The Institution does not award degrees in any area of physical science.
10. The Institution does not use the degree titles "Associate of Arts" or "Associate of Science," "Bachelor of Arts" or "Bachelor of Science," "Master of Arts" or "Master of Science," or "Doctor of Philosophy" or "Ph.D.," and understands that it may not do so unless it either is approved to operate by the Bureau under Articles 8 of the Private Postsecondary and Vocational Education Reform Act of 1998 (Act), or meets the requirements for a partial exemption from the Act as set forth in CEC §94750.
11. The Institution does not market or grant degrees or diplomas that are represented as being linked to the church, religious denomination, or religious organization that owns the Institution, but which, in reality, are degrees or diplomas in secular areas of study.

SECTION 4: DECLARATION

Annual application filing: If no changes have been submitted relating to Sections 1 through 3, the signing of this declaration certifies that no changes have taken place at the institution since the last exemption filing.

My name is: _____.

(Type or print the name of the individual signing this certification.)

I am _____ of _____ and am authorized to

(title)

(name of institution)

sign and file this application on behalf of the applicant institution.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed at _____, California, on _____.

(city)

(date)

(signature)

**Bureau for Private Postsecondary and Vocational Education**

1625 North Market Blvd., Ste. S 202, Sacramento, CA 95834
P.O. Box 980818, West Sacramento, CA 95798-0818
Telephone: (916) 574-7720 FAX: (916) 574-8650
www.bppve.ca.gov

**Verification of Religious Exemption Status**

California Education Code (CEC) §94739 (b)(6) requires all institutions wishing to operate as an excluded religious institution to file evidence annually, demonstrating the institution's status as a nonprofit religious corporation with the Bureau for Private Postsecondary and Vocational Education (Bureau). CEC §94808 (b) requires institutions operating under CEC §94739 (b)(6) to file an annual report with the Bureau by July 1, which reflects enrollment and statistical data.

In order to comply with CEC §94739 (b)(6), CEC §94808 (b), and to provide evidence of qualification for an exemption, please complete and submit the attached "Application for Religious Exemption" with the required documentation, the "Annual Report", and a check, for the appropriate amount. The filing fee is now determined by the institution's annual gross revenue.

Gross Revenue	Filing Fee
\$1.0 million or more	\$95
\$100,000 to \$999,999	\$90
Under \$100,000	\$85

Please keep a copy of the "Application for Religious Exemption" and the "Annual Report" for your records. Changes to any of the information reflected in the "Application for Religious Exemption" and an updated "Annual Report" are to be submitted to the Bureau no later than July 1st of each year.

Pursuant to CEC §94834, any person who offers or provides education services subject to the New Private Postsecondary and Vocational Education Reform Act without the required Bureau approval or registration is subject to both civil and criminal penalties.

If you have any questions, please contact me at (916) 574-7720.

Betty Forbes
Postsecondary Education Analyst
Registered Institutions and Programs

Institution Name		
School Code		

WORKSHEET FOR CALCULATING ANNUAL GROSS REVENUE

- I. ANNUAL GROSS REVENUE means all revenue such as tuition, fees and other charges derived by an institution, during its last fiscal year ending before the due date of the annual fee payment, from any source of education, instruction, training, or any services incident thereto. "Annual Gross Revenue" does not include unearned tuition and refunds. An institution shall account for "annual gross revenue" in accordance with generally accepted accounting principles.

(A) Fiscal Year Ending	(Month/Year)
(B) Total Tuition Posted	
(C) Total Fees Posted	
(D) Less Refund	
(E) Less Unearned Tuition (Only if on cash basis)	
(F) Total Tuition Income	

I. CERTIFICATION

"I declare under penalty of perjury of the laws of the State of California that the foregoing is true and correct."

Signature	Date
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Printed Name	Telephone Number
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ANNUAL REPORT

[CEC § 94808 (b)]

Name of Institution: _____ School Code: _____

Report Period: January 1, _____ through December 31, _____

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